Throughout my research of Microsoft 2010 compared to 2013, it seemed as though 2013 was voted as best. Many personal opinions were included and some agreed that although 2013 is an improvement from the 2010 Microsoft program, 2010 can still do just about everything that 2013 can with a few setting adjustments. After researching, I concluded that Microsoft 2013 is the better selection for creating documents and digital products. Microsoft’s website was very helpful in providing a table comparing the different Office versions since 2003. With comparing, I focused more on the programs that I use more often to create documents and digital products in order to determine what would be better.

One essential thing that Microsoft Word has improved with is the ability to open PDF content and easily reuse text, lists, and charts. I think this was a necessary improvement because just recently in one of my classes, I wanted to reuse a lot of information found on PDFs and I had great trouble in doing so. According to author Marcus Austin,” This alone is reason enough to invest in Office 2013 if you are a heavy PDF user.”

In addition to Word, impressive improvements were made in EXCEL as well. There is now a ‘Recommended Charts’ tab that serves the purpose of guiding users to charts that will best display their data. This is also a great improvement for creating documents because that decision of what chart to use becomes important for the overall document. I truly never know what chart to pick to display my information within Excel so this feature would be very helpful in the future. Now in addition to Auto Fill, in the 2013 version Excel is spoiling us with the new Flash Fill feature. I see it as a new and improved Auto Fill feature because it has similarities but instead when it notices a pattern, the suggestions appear and all you need to do is hit the Enter key to fill in the suggested information. I located a short video that provides a better explanation of how it works from Microsoft Office Support which you can view with the following link: <http://office.microsoft.com/en-us/excel-help/video-flash-fill-VA104072619.aspx?CTT=5&origin=VA104072617>.

PowerPoint has made changes with new and improved themes, easier audio and video uploading and overall presentation improvements that impact the presentation as a whole. There is a new zoom option that allows you to take a closer look at an area on a slide in order to draw more attention to it as well as a laser pointer for more emphasis. After learning about how important the presentation image and effects are to the audience, I believe that these improvements alone are enough reason to choose Microsoft 2013, especially if it is something that you use regularly like I have been as of recently.

All in all, the update from Microsoft 2010 to Microsoft 2013 provides great improvements that are only designed to help make life easier. With being a college student and working with these programs on a daily basis, I am very grateful for the 2013 version because anything that makes life easier is a plus in my book. Word, PowerPoint, and Excel are the top three Microsoft programs that I use and with each one of them improving, 2013 is no doubt the better selection for me. Although a lot of the reviews stated that Microsoft 2010 can do many of the same things 2013 can, 2013 still has important things that aren’t available in the previous versions such as the new designs and faster, easier navigation. With 2010, in order to get what you can that 2013 has, you still have to go above and beyond adding more work therefore defeating the purpose of making life easier.

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